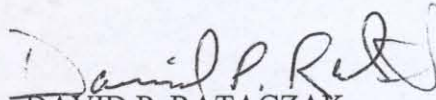


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1. In accordance with DEMA Directive 10.1, the listing in Appendix A represents a comprehensive listing of all directives published by this department. DEMA Policy letters are found at Appendix B.

BY ORDER OF THE GOVERNOR:

  
DAVID P. RATA CZAK  
Major General, AZ ARNG  
The Adjutant General

## APPENDIX A - DEMA DIRECTIVES

DEMA PAM 10.1

1 January 2008

Directive Number and Title		Proponent	Date
<b>10</b>	<b>Administration</b>		
10.1	DEMA Publications	DEMA-RM	1 Oct 2007
PAM 10.1	Index of DEMA Publications	DEMA-RM	1 Jan 2008
10.2	General Staff	DEMA	15 Feb 1995
10.3	Internal Audit Policy & Procedures	DEMA-AU	2 Aug 1995
10.4	Mail Administration	DEMA-JP-R	1 Oct 2002
10.5	Vacant		
10.6	Records Management	DEMA-RM	15 Jan 1996
	<b>Statutory References:</b>		
ARS 26	DEMA		
ARS 38	General Government Administration		
<b>20</b>	<b>Human Resources</b>		
20.1	State Human Resources Administration	DEMA-JP-P	1 Oct 2007
21.1	State Unit Allowance	DEMA-MWR	13 Aug 1997
22.01	Rescinded 1 Oct 2007 – replaced by Directive 20.1 State Human Resources Administration		
25.1	Military Technician Personnel: AZ NG Incentive Awards Plan	AZAA-HRO	1 Feb 1998
25.2	Technician Assistance Program	AZAA-HRO	10 Dec 1996
25.3	Military Technician Personnel: Technician Performance Appraisal Plan	AZAA-HRO	1 Feb 1998
25.4	Alternative Dispute Resolution Program	AZAA-HRO	15 May 1998
25.5	ARNG & ANG Technician Personnel: Environmental Differential & Hazard Pay (EDP/HP)	AZAA-HRO	July 2001
25.6	Merit Placement Plan	AZAA-HRO	1 Oct 1998
25.7	Vacant		
25.8	State Active Duty Administration	DEMA-JP-P	1 Oct 2007
	<b>Statutory References</b>		
ARS 41	State Personnel Administration		
<b>30</b>	<b>Public Affairs</b>		



## APPENDIX A - DEMA DIRECTIVES (continued)

DEMA PAM 10.1

1 January 2008

Directive Number and Title		Proponent	Date
<b>40</b>	<b>Finance</b>		
40.1	Vacant		
40.2	DEMA Procurement	DEMA-RMC	19 Jun 1995
40.3	Financial Management of DEMA Programs	DEMA-RMD	1 Dec 1997
40.4	Education Reimbursement	DEMA-RMD	1 Aug 1995
40.5	Officer's Uniform Allowance	DEMA-RMD	1 Mar 1996
40.6	Travel Procedures	DEMA-RMD	15 Jan 1996
	<b>Statutory References</b>		
ARS 35	State Fiscal Management		
<b>50</b>	<b>Property/Facilities Management</b>		
50.1	State Property Management	DEMA-JP-R	1 Apr 2001
50.2	Real Property Planning Board	DEMA-JP-F	1 Nov 2001
50.03	Recycle Program	DEMA-JP-R	1 Jan 2001
<b>60</b>	<b>Requests for Assistance or Equipment</b>		
60.1	Loan, Lease and Use of Federal Property	DEMA-JP-A	12 Mar 1998
<b>70</b>	<b>Risk Management/Loss Prevention</b>		
70.1	Loss Control Program	DEMA-RMG	1 Aug 1994
70.2	Exposure Control Plan	DEMA-RMG	1 Aug 1994
70.3	Emergency Procedures	DEMA-RMG	1 Aug 1994
70.4	Rescinded 1 Apr 2001 – replaced by Directive 50.1 State Property Management		
<b>80</b>	<b>Security</b>		

## APPENDIX B – POLICY LETTERS

DEMA PAM 10.1

1 January 2008

Letter Number and Title		Proponent	Date
<b>10</b>	<b>Administration</b>		
10.01	Policy Letters	DEMA-JP-P	1 Oct 2007
10.02	Chain of Command	DEMA-TAG	7 Jul 1999
10.03	Official Correspondence	DEMA-TAG	3 Jan 2007
10.04	Contact with Governor's Office	DEMA-TAG	29 Aug 2006
10.05	Solicitation in DEMA Facilities	DEMA-JP-P	7 Jul 1999
10.06	DEMA Legislative Initiatives	DEMA-JP	7 Jul 1999
10.07	Proclamations	ADEM	7 Jul 1999
10.08	Visits by or Invitations to General Officers and VIPs	DEMA-TAG	1 May 2003
10.09	Vacant		
10.10	Reporting of Significant Events	AZAA-PT	7 Jul 1999
10.11	Vacant		
10.12	Proprietary Rights in Computer Software	DEMA-JP-R	7 Jul 1999
10.13	Use of State Computers	DEMA-JP-R	7 Jul 1999
10.14	Arizona National Guard Environment	DEMA-JP-P	7 Jul 1999
10.15	Cellular Phone Usage	DEMA-JP-R	7 Jul 1999
10.16	Consumption and Serving of Alcoholic Beverages on Installations	AZAA-CS	1 Jul 2007
10.17	Obtaining the Signature of The Adjutant General	DEMA-TAG	12 Mar 2007
<b>20</b>	<b>Human Resources</b>		
20.01	Sexual Harassment	AZAA-HRE	15 Sep 1999
20.02	Procedure for Grievances Involving Supervisor/ Chain of Command	DEMA-TAG	1 Jan 2008
20.03	Diversity as a Leadership Strategy	AZAA-HR-LRS	23 Apr 2007
20.04	ADA Grievance Procedures	DEMA-TAG	7 Jul 1999
20.05	Departmental Smoking Policy	DEMA-JP-P	7 Jul 1999



## APPENDIX B – POLICY LETTERS (continued)

DEMA PAM 10.1

1 January 2008

Letter Number and Title		Proponent	Date
20.06	DEMA Drug-Free Workplace	DEMA-JP-P	7 Jul 1999
20.07	Rescinded 1 Jan 2008 – replaced by Policy Letter 20.08 Equal Opportunity/Affirmative Action		
20.08	Equal Opportunity/Affirmative Action	AZAA-HRE	1 Jan 2008
20.09	Dress and Grooming Standards for Civilian Attire	DEMA-JP-P	1 Aug 2001
<b>25</b>	<b>Personnel, Military</b>		
25.01	Uniforms/State Employees and Competitive Technicians	AZAA-ZB	7 Jul 1999
<b>30</b>	<b>Public Affairs</b>		
30.01	Civilian Distinguished Visitor (CDV)	AZAA-JP-A	7 Jul 1999
30.02	Reports of Contact	DEMA-TAG	7 Jul 1999
<b>40</b>	<b>Finance</b>		
40.01	Obligation of Funds	DEMA-JP-R	7 Jul 1999
<b>50</b>	<b>Property/Facilities Management</b>		
50.01	State Property Management	DEMA-JP-R	7 Jul 1999
50.02	Vacant		
50.03	Vehicle Restraint and Protective Systems	AZAA-PRT	1 May 2000
50.04	State Asset Accountability	DEMA-JP-R	1 Apr 2001
50.05	Registration, Titling and Licensing of DEMA-owned Vehicles and Trailers	DEMA-JP-R	1 Jun 2002
50.06	Environmental Policy	AZAA-FMO	1 Jan 2006
<b>60</b>	<b>Requests for Assistance or Equipment</b>		
60.01	Vacant		
60.02	Search and Rescue Requests	DEMA-TAG	7 Jul 1999
60.03	Vacant		

## APPENDIX B – POLICY LETTERS (continued)

DEMA PAM 10.1

1 January 2008

Letter Number and Title		Proponent	Date
<b>70</b>	<b>Risk Management/Loss Prevention</b>		
70.01	DEMA Policy on Loss Control	DEMA-JP-P	7 Jul 1999
70.02	Use of Cell Phones/Communication Devices While Operating a Motor Vehicle	AZAA-AV-S	15 Feb 2007
<b>80</b>	<b>Security</b>		



APPENDIX C – AZNG Regulations and  
Other Related Internal Publications

DEMA PAM 10.1

1 January 2008

Number	Title	Proponent	Date
<b>AZNG REGULATIONS</b>			
20-1	Military Aide to the Governor	DEMA-RM	1 Aug 1996
20-2	Moral, Welfare and Recreation	DEMA-RM	15 Nov 2000
20-3	Retention and Separation Policy for Members of the Army and Air National Guard	DEMA-RM	19 Jan 2000
30-1	Naming of Armories and Bases	DEMA-RM	1 Aug 1996
50-1	Facilities Operations	AZAA-FMO	1 Aug 1997
350-6	Range and Training Site Regulation	AZAA-PTO	1 Feb 1993

NOTE: AZNG Regulations are approved through the General Staff and signed by the Governor.

**Related STARC AZ Pamphlets**

420-17	Armory Board Procedures	AZAA-FMO	1 Aug 1997
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